

**Minutes of the meeting of Council held on  
Tuesday 15 April 2025, 7.30pm  
at the  
Oldbrook Centre, Oldbrook Boulevard, Oldbrook**

**This meeting was open to the public**

**Members Present**

Cllr L Adura	Cllr H Kakei
Cllr B Barton	Cllr K Kavarana
Cllr O Cole 8.09pm	Cllr D Kendrick 7.36pm
Cllr V Dixon	Cllr K Kent
Cllr R Golding (Vice Chair)	Cllr R McCafferty
Cllr B Greenwood (Chair)	Cllr D Pafford
Cllr J Howard	Cllr M Petchey

**207/24**

**Apologies for Absence**

Cllr J Hearnshaw – personal commitment  
Cllr B Macharia - personal commitment  
Cllr F Mangan – unwell

*Cllr Kendrick arrived during this item*

**208/24**

**Declarations of Interest**

None

**209/24**

**Minutes of the Meeting of Council held on 18 March 2025**

The minutes of the meeting, having been previously circulated were approved as a correct record and signed by the Chair.

**210/24**

**Public Involvement – Deputations, Petitions and Questions**

None

**211/24**

**Council Landscape Management Presentation - ‘Outside’**

Council received a presentation by the Estates Manager on landscape management in the Council area, including delivery of the devolved MKCC service and the maintenance of CPCC assets.

**212/24**

**Chair's Report**

- MKCC are currently consulting on proposed alterations to parking restrictions in Central Milton Keynes which would remove all existing free and limited waiting parking places and replace with standard tariff and premium tariff parking places. The consultation closes on 24 April. Given the tight deadline, Council agreed to the Chair responding on behalf of CPCC, noting our objection.

*Cllrs Petchey & Kendrick asked that it be noted that they did not take part in this discussion to avoid any potential conflict as member of MKCC.*

**213/24**

**Clerk's Report**

The Clerk asked council to note some key dates related to the new Community Hub:

- 22 April – councillors and staff are invited to look at the furniture in Pencarrow Place regarding potential re-use.
- 29 April – our arrangement with Fishermead Medical Centre (FMC) ends
- Handover of the Hub is scheduled for 25 April
- Part of the move in process will be a familiarisation day (systems) on 2 May with officers and caretaking team. An office closure will result, there may be other days when it will be necessary to close the office, we will give notice where able in advance.

**214/24**

**Ward Member Reports**

Council is invited to receive any verbal Ward Member Reports.

- Cllr Pafford recently attended an event with TVP and reported items such as dirty road signs and defective streetlighting. He has received positive feedback on the Loop circular bus service.
- Cllr Petchey reported that a planned visit by Michael Bracey to FMC had to be postponed, but all the feedback coming out of MKCC seems to be very positive.
- Cllr Kent asked the Clerk about who had responsibility for the repair/upkeep of the exercise equipment on Oldbrook Green, as some pieces are broken and laying on the ground, creating a safety hazard. The Clerk confirmed that it is the responsibility of MKCC to repair but equipment is considered unrepairable and has been taken out of service for safety reasons. Cllr Golding added that we should be asking them to remove the items.

*Cllr Cole arrived during this item*

- ii. Council is invited to note that no written reports have been received.

**215/24**

**To receive draft minutes (including recommendations) from Committees. Any Member questions arising from matters detailed in the minutes to be raised under the relevant Committee**

**a. Minutes of the Planning, Infrastructure & Transport Committee**  
**Chair: Cllr B Greenwood**

Council received the minutes and resolved to agree 1 item (i).

**i. Draft Minute 93/24 Committee Terms of Reference Review**

Committee reviewed its Terms of Reference prior to the Annual Meeting of Council in May. Noting that amendments will be considered at the Annual Meeting.

Committee resolved that no amendments were required, however, resolved to propose to Council, that in line with its ToR, that Committee commence a review and renewal of the CPCC Neighbourhood Plan in preparation for its expiry in 2026.

Council resolved that the Committee commence a review, noting that the MKCC Local Plan is currently under development, and it is better to adopt a NP once the LP is in place. It was further agreed that Council will need to put any necessary budget in place.

**216/24 Transfer of Funds between Council Bank Accounts**

Interest on the CCLA public sector deposit fund is currently approximately twice that compared to the Unity Trust deposit account, 4.54% and 2.25% respectively. Council is invited to consider the recommendation from the Responsible Financial Officer that funds are transferred from Unity to CCLA to achieve a higher rate of interest and then transferred back to Unity at the point they need to be used. The recommendation to include that £78,000 is transferred for a 12-month period to cover the 3% Community Hub contractor retention figure, with additional amounts transferred when the 6-monthly precept payments are received from Milton Keynes City Council (April/September) – all amounts to be transferred back to Unity Trust when they are needed to meet committed Council expenditure. If agreed, transfers will be in accordance with the associated bank mandates and countersigned by authorised Councillor signatories.

Council resolved to accept the recommendation of the RFO as presented.

**217/24 Solar Array & Battery Installation - Springfield Centre – Report EO7/24**

Council considered a report from the Estates Manager including costings for installation of a solar array at the Springfield Centre.

Council resolved to accept the recommendation of the Estates Manager as presented.

**218/24 1 Pencarrow Place – End of Lease/Dilapidations**

Council noted that the end of lease is confirmed as 7 July 2025. Receipt of the end of lease dilapidation schedule is awaited from Milton Keynes City Council. Given the relatively short amount of time between receiving the dilapidation

schedule and vacating the property, Council considered delegating the task of negotiating and agreeing the financial terms of the dilapidations to the Chair and Vice Chair of Council in conjunction with the Clerk to Council.

Council agreed to delegating the negotiations on dilapidations and financial terms as recommended.

**219/24 Sport England Place Expansion Investment**

Council received a verbal update on the MK Place Based Expansion Programme, including confirmation of the award for the initial development phase by Sport England. Update on the appointment of programme lead and consultation partner.

The initial development award is confirmed as £273,000 which will be spread over 11 estates and 4 local council areas. This is the pre-cursor to the full £ 2.2M Award. Rhiannon Smith has been appointed programme lead and the consultation partner should be appointed by the end of April.

**220/24 MKCC Community Infrastructure Fund 2025/26 and 2026/27**

Council reviewed the list of successful CIF funding applications for 2025/26 and noted that the CPCC application has been placed on the waiting list.

Having reviewed the successful applications, Council considered any applications it might wish to submit for the 2026/27 fund - a maximum of 3 applications can be submitted, with successful awards typically being less than £10,000.

The deadline for applications is 31 August 2025. Ideas to be discussed at relevant committees and returned to Council for decision. Mindful of the limited timeframe, Members to contact the Clerk of the relevant committee in advance with any comments or project suggestions.

**221/24 Together We Can**

Council received and noted the final draft of the Together We Can document issued by Milton Keynes City Council.

**222/24 Community Hub – Working Group Update**

Council received a verbal report from the Working Group on their progression of the Community Hub project including:

- Contractors Report no.14
- Updated Project Programme
- Financial Statement Nr 10 as provided by Currie & Brown – Statement not available at the meeting, to be circulated by email when received.
- External Café Furniture – the Clerk confirmed that the order for the internal café furniture had been expanded to include external café furniture at an additional cost of £2,250 exc. VAT.

i. **Community Hub Café – Café Operator**

Council received a verbal update from the Clerk.

ii. **Buildings Insurance Cover**

Council noted that the addition of buildings and contents for the Community Hub has generated an additional premium of £2,030.56 pro rata to October 2025.

**223/24 Annual Meeting of Council 2025**

Council noted that the Annual Meeting of Council will take place on Tuesday 20 May at 6.30pm and will be followed by the May meeting of Council at 7.30pm.

**224/24 Dates of Future Committee & Working Group Meetings**

Community & Communications – 22 April 2025 at 6.30pm

Personnel – 6 May 2025 at 6.00pm – meeting to be confirmed

Planning – 6 May 2025 at 6.30pm

Estates – 13 May 2025 at 6.30pm – meeting to be confirmed

**225/24 Date of Next Meeting**

Tuesday 20 May 2025 at 7.30pm